



Electronic Grantee Code Changes

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Customer Service Branch

Federal Communications Commission
Office of Engineering and Technology
Laboratory Division



FCC 04-165

(Adopted July 8, 2004)

(Implementation Scheduled April 1, 2005)

- 2.926 - grantee or rep may . . “receive a grantee code electronically via the Internet”
- 2.929 (c) – change name / address . . “notice of such change(s) shall be submitted to the Commission via the Internet”
- 2.929 (d) – “. . .transfer of control or sale to another company, mergers, or transfer of manufacturing rights, notice must be given to the Commission via the Internet”



Grantee Code Filing Changes

- New Grantee Page – no change
- Duplicate Grantee Registration Check
 - Validation / Display – no change
 - “Cancel Registration” option added
 - “Yes” option a notification of cancellation presented;
 - “No” option selected returns to page to allow for “Proceed with Registration”



Duplicate Grantee Registration Check

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Below is a list on file with the FCC of applicant(/grantee codes with similar names. Please check this list to determine if a grantee code was previously assigned to the applicant for which a code is now being requested. If a code was previously assigned, please use that code to submit the Form 731. Do not click the "Proceed with Registration" button if a grantee code was previously assigned to this company. Notify bette.taube@fcc.gov of any applicant and/or contact discrepancies.

<u>Grantee Code</u>	<u>Applicant Name</u>	<u>Street Address</u>	<u>City</u>
IL7	PCTEST Engineering Laboratory Inc	6660-B Dobbin Road	Columbia

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Cancellation Notification





FCC 04-165 Implementation

- Electronic modification of Grantee Code information
- “Routine” changes become responsibility of applicant (demographic, contact information, etc.)
- Name change requires FCC action
- Grantee Code Registration Number
 - 6 random digits preceded by GC
 - GC##### (modeled after EA#, TC#, etc.)
 - Legacy apps assigned GC# - See Instructions



Grantee Code Confirmation

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Payment for the Grantee Code displayed below must be submitted and verified within 30 calendar days from the code-assignment date, or the code will be automatically removed from our database and another code will have to be obtained. Additionally, no Grant of Equipment Authorization will be issued for any application filed using a Grantee Code for which the fee has not been paid. Please retain the following information for future reference:

Your New FCC Grantee Code is:
Grantee Code Registration Number (GCR #): **RXP GC567123**
Date of Submission: **11/26/2004**
Applicant Name: **PCTESTs are us**

Press this button to begin the Application For Equipment Authorization (Form 731) **Proceed to Form 731**

Press this button to complete the grantee submission and proceed to FCC Form 159 **Complete Submission**

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Modify Grantee Information

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FCC Federal Communications Commission

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Enter the following information:

[Grantee Registration](#)
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[Add Attachments](#)
[Submit Correspondence](#)
[Register New Test Firm](#)
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[Equipment Class/Rule Part List](#)

[Grantee Code Registration Number \(GCR#\): *](#)
[Grantee Code:](#) *

[Don't know your GCR Number? Click here to find out how to obtain it.](#)

* - Indicates that this field must be completed before the proceeding.

[Change Address or Contact](#) [Change Name, Address or Contact](#) [Clear](#)

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Routine Grantee Info Mod

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1 ng and Technology

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Routine Grantee Registration

Current Information on file for **PCTESTs are us:** 

FCC Registration Number(FRN): 0005072848

Mailing Address:

Line one: 10234 Oakland Mills Road

Line two: N/A

P.O. Box: 12345

City: Columbia

State: Maryland

Zip Code: 21043

Country: United States

Contact:

First Name: George

Middle Name: F.

Last Name: Tannahill

Title: Senior Electronics Engineer


Telephone: (301)362-3037

Extension: 3037

Fax Number: (301)362-3001

Email: george.tannahill@fcc.gov

Mail Stop: N/A

To make changes to the address or contact information, make the correction in the desired field(s) below: 

[FCC Registration Number \(FRN\): *](#)

0005072848

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Routine Grantee Info Mod (2)

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Type a question for help

To make changes to the address or contact information, make the correction in the desired field(s) below: 

FCC Registration Number (FRN): *
0005072848

Grantee's Mailing Address: (* Either line one address or P.O. Box is required):

Line 1:
10234 Oakland Mills Road

Line 2:

P.O. Box:
12345

City: *
Columbia

State:
Maryland

Country: *
United States

Zip/Postal Code:
21043

Contact Information:

First Name: *
George

Middle Name:
F.

Last Name: *
Tannahill

Title:
Senior Electronics Engineer

Telephone Number: * Extension:
(201) 262-2027 2027

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Routine Grantee Info Mod (3)

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Search Favorites Media Links

Senior Electronics Engineer

Telephone Number: * Extension:

(301)362-3037 3037

Fax Number: *

(301)362-3001

E-mail: *

george.tannahill@fcc.gov

Mail Stop:

[Enter a brief explanation for the change request: *](#)

The contact person changed.

* - Indicates that this field must be completed before the registration can be submitted

Proceed Clear

Last Reviewed/Updated on 11/27/2004

Please send any comments or suggestions for this site to [OET Systems Support](#)

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Grantee Code Name Change

- At least one attachment is required – company letterhead with Name
- Changes do not take effect immediately - submitted to the OET for subsequent review and approval
- No subsequent changes to the grantee information until request has been approved / denied by the OET staff
- Applicant may file EAS or TCB Form 731 filings while the grantee request is pending



Grantee Code Name Change

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Communications
Division

Engineering and Technology

FCC > FCC E-filing > Inquiry System Administration Page > Attachment Upload Page [FCC Site Map](#)

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At least one attachment must be submitted with a grantee name change request. ←

[Attachment Submission Instructions](#)

Please provide a brief description of this attachment: *

Specify the file to include with this response: *

Specify the Type of File Submitted: *

* - This field is required in order to complete the response.

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Grantee Code Change Confirmation

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The grantee modification request have been submitted successfully to the OET Equipment Authorization Branch. The request will be reviewed and the OET will be in contact with you shortly. Please note that additional changes to this grantee registration are not permitted while this filing is pending.

Grantee Code: EAT
Date of Submission: 12/01/2004
Applicant Name: PCTESTs are us

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Reply to Correspondence

DET Reply to EAS Form 731 or Test Firm - Microsoft Internet Explorer

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Equipment Authorization System Correspondence Reply

Select the type of correspondence to which you are replying:

- [Correspondence Pertaining to an Equipment Authorization Application](#)
- [Correspondence Pertaining to a 2.948 Listed Test Firm Registration](#)
- [Correspondence Pertaining to a Grantee Name Change](#)

Filing Options

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- [Equipment Class/Rule Part List](#)

Miscellaneous

- [Get FRN](#)

Local intranet



Reply to Correspondence (2)

FCC OET Modify Grantee Information - Microsoft Internet Explorer

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- [Submit Correspondence](#)
- [Register New Test Firm](#)
- [Renew Test Firm/Add Exhibits](#)
- [Test Firm Accrediting Body Login](#)
- [Return to 159 Form](#)

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Enter the following information:

➔ [Grantee Code Registration Number \(GCR#\): *](#)

[Correspondence Reference Number: *](#)

* - Indicates that this field must be completed before the proceeding.

https://fccdev01w.fcc.gov/prod/oet/cf/eas/help/Grantee_Help.html#frn_number Local intranet



Pending Grantee Code Search

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Type a question for help

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Miscellaneous

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[User's Manual](#)
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Current Information on file for **Spacely's Sprockets:**

FCC Registration Number(FRN): 0005072848
Status: Received
Mailing Address:
Line one: 10234 Oakland Mills Road
Line two: N/A
P.O. Box: 12345
City: Columbia
State: Maryland
Zip Code: 21043
Country: United States

Contact:
First Name: George
Middle Name: F.
Last Name: Tannahill
Title: Senior Electronics Engineer
Telephone: (301)362-3037
Extension: 3037
Fax Number: (301)362-3001
Email: george.tannahill@fcc.gov
Mail Stop: N/A

Attachments:
[Picture of Head Quarters](#)
[Letter from my customers](#)

Correspondence:
[Letter from 04/04/2004](#)
[Letter from 04/06/2004](#)

"Reason" for modification request(s)

Received:	04/04/2005
Administrative Review:	04/04/2005
Request Administrative Review:	04/06/2005
Administrative Review:	04/12/2005
Approved:	04/15/2005

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Return to FCC Form 159

Select one of the Following Options:

 [Pay for a Grantee Registration](#)

[Pay for one or more fees associated with an EAS FCC Form 731](#)

Filing Options

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1 //fccdev01w.fcc.gov/prod/oet/cf/eas/misc/Modify159GranteeWelcome.cfm

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Federal Communications Commission

Engineering and Technology

FCC > FCC E-filing > EAS > Return to 159 > Pay for Grantee Registration

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Enter the following information:

Grantee Code Registration Number (GCR#): *

Grantee Code: *

Don't know your GCR Number? Click here to find out how to obtain it.

* - Indicates that this field must be completed before the proceeding.

Proceed Clear

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Form 159 (3)

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Engineering and Technology

FCC > FCC E-filing > EAS > Return to FCC Form 159

Development System. This site is used for development purposes only.

Enter the FCCID and Form 731 Confirmation Number provided at the time of original filing:

FCC ID: *

Form 731 Confirmation Number: *

* - Indicates that this field must be completed before proceeding.

Proceed Clear

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Form 159 (4)

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FCC > FCC E-filing > EAS > Return to 159 > Form 731 Fees Due [FCC Site Map](#)

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The following fees are due for FCC ID **NG6POMSMOKE**, Form 731 confirmation number **EA12355**. Please select from the list which fees are to be paid. At least one fee must be specified.

Fee Code	Description	Include Fee on Form 159
EGC	Certification - All Other Devices	<input checked="" type="checkbox"/>
EAG	Assignment of Grantee Code	<input type="checkbox"/>

Proceed **Clear**

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Debt Collection Improvement Act



Commission Policy

- Aggressively pursue delinquent debts owed to the Commission, or referred to the Commission by another Federal agency
- Provide framework for resolving debt
- Bar “delinquent debtors” from receiving a license or other benefit from the Commission until the debt has been resolved.



Application of DCIA to TCBs

- TCB FRN indicates indebtedness?
 - Granting of Authorizations will be prohibited
 - TCB will be notified of indebted status and given appropriate time to clear debt (30 days)
 - Debt not cleared – all TCB applications will be dismissed

- Applicant FRN indicates indebtedness?
 - Authorization prohibited
 - Applicant will be notified of indebted status and given appropriate time to clear debt (30 days) – TCB receives courtesy e-mail
 - Debt not cleared – application will be dismissed



Recommended TCB Actions re DCIA

- Ensure TCB remains in good standing
- Verify Applicant is in good standing prior to submitting an application
- Check for “Red Light” on the Red Light Display System (see Debt Collection at www.fcc.gov)
<https://svartifoss2.fcc.gov/redlight/login.cfm>
 - Requires FRN and Password
- TCBs incorporated into system approximately May 1



Summary

- All Equipment Authorization actions submitted electronically ~ April 1
 - Routine Changes responsibility of applicant
 - Name changes received / processed by OET Laboratory

- Return to Form 159 functionality ~ April 1

- Application of DCIA to TCBs ~ May 1



Questions and Answers

Thanks!